



MEMORANDUM

To	: RCBC Plaza Tenants	Date	: June 6, 2017
From	: Property Management Office	Ref. No.	: PMO-AMM-2017-44
Subject	: New Technical Manager		

Dear Tenants,

Please welcome Arch. Michelle T. Alamil as replacement of our Technical Manager Arch. Pol Pe Benito effective May 29, 2017.

Architect Alamil is an alumna of the University of Sto. Tomas. She graduated with a degree in BS Architecture, *cum laude*, and acquired her PRC license in 1997. She has extensive background in managing architectural operations, construction management and supervision, implementation of quality control and assurance, and estimation and quantity surveying.

Within the next few days, Arch. Alamil shall find time to drop by your office and introduce herself personally to the relevant personnel within your company. In the interim, you may contact her at her tel. number 887-4941 local 116 or her email address techassistant@rcbcplaza.com.ph.

Thank you,

A handwritten signature in black ink, appearing to read "Evaristo Medina", written over a horizontal line.

ENGR. EVARISTO MEDINA

Property Manager

*Cc: Tenant Relations
Security Department
Engineering Department*